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DD/S&T-4350-69

14 NOV 1969

MEMORANDUM FOR: Planning Officer, Office of Scientific
Intelligence
Planning Officer, Foreign Missile and Space
Analysis Center
Planning Officer, Office of Computer Services
Planning Officer, Office of Research and
Development

SUBJECT : Monthly Resource Change Report

1. Attached are the CPC Resource pages for your office to be used in your November updating of resource requirements. We assume the number of changes will be few, and, in some instances, there may be no alterations necessary. Should the latter be the case, a note to this effect on a Form 237 will suffice as an answer. In any event, the pages must be returned to this office.

2. To clarify previous instructions, it is stressed that FY 69 is history and no changes can occur in positions or monetary figures in that year. Since FY 70 and FY 71 are the current and budget years, changes can be made only within a subcategory. That is, figures can be altered between projects within an element or between elements in a subcategory, but the subcategory and category totals must remain the same. If changes of a large magnitude are made within elements or projects, they should be explained in a cover memo that accompanies the pages. Request changes or corrections be made in soft lead pencil and that no retyping be done.

3. These monthly updateings of CPC resources should prove extremely useful to you in preparing your FY 72-FY 76 Program. We would expect the resource changes to lead directly to the numbers to be employed in the forthcoming exercise.

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GROUP 1
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downgrading and
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4. Request the pages and your changes or confirmation of their accuracy be forwarded to this office NLT 21 Nov 1969.

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**Comptroller
Directorate of
Science and Technology**

Att: Monthly Resource Change Rpt

Distribution:

- 1 - OSI, FMSAC, OCS & ORD w/att
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